

**OLNEY RURAL FIRE DISTRICT  
MINUTES OF MEETING OF BOARD OF TRUSTEES  
APRIL 14, 2021 AT OLNEY FIRE HALL**

**Call to Order:** 7:03 pm

Trustees present: Chair Gary Hill; Secretary Paul Jeremiassen, and Trustee Norma McBroom. There are currently two vacancies on the Board.

Department Members: Chief Jordon Carr

Community Members: None

**Approval of Minutes:** As there were no changes proposed for the minutes of the March meeting prepared by Jeremiassen, moved to approve the February meeting minutes as presented; seconded by Jeremiassen; carried unanimously.

**Presentation of Claims and Bills:** Jeremiassen presented April bills for payment, as attached. Jeremiassen moved to approve the payment of bills as presented; seconded by Hill; carried unanimously.

**Correspondence:** Jeremiassen passed on to Carr a letter from the Montana Volunteer Fire Fighters Association about its annual convention to be held in June. The Board would support his participation, if he is interested/able to attend.

**Reports:** Jeremiassen presented an updated budget report (attached), which includes the revenues and expenses through the bills currently being paid and, entries in the County trial balance for our Fund through March 31<sup>st</sup>. Revenue is already nearly equal to the annual budget amount, while expenses are well below budget, resulting in a cash balance about the same as at the start of the year. Given a more than adequate cash balance, Jeremiassen made a motion to instruct the County to transfer \$12,000 (the amount included in the FY 2021 budget) to the District's Capital Improvement Fund; seconded by Hill; carried unanimously.

**Unfinished Business:**

Craft show – McBroom reported that a craft show will be held at the Fire Hall on June 5<sup>th</sup>.

Roof replacement over Fire Hall side door – this project, previously approved by the Board, will be deferred until later in the year due to current high material costs and because Rocky Gress is currently too busy to do the project. There is no need to rush the project.

Trustee elections update – the County has stated that the only application received for the May election was from McBroom, so the District will continue to have 2 vacancies, unless after the election day, the County Commissioners are able to appoint people who volunteer to serve. Olney resident John Streaan has indicated that he will serve should we still have vacancies.

**New Business:** None

**Department Report:**

Call-outs – McBroom reported only one call-out (for a motor vehicle accident) during March.

Chief Carr provided an estimate of \$4,296 from RES to replace the emergency light bar and add rear emergency lights to the Wildland Truck. The Board did a tour of the truck to understand the benefits of this expenditure. No action was taken, but Carr was asked to consider only doing the light bar portion and to determine what that cost would be for action at the next Board meeting.

Carr reported that the DNRC through the Stillwater Unit has provided our Department with some hoses and fittings worth about \$1,000 as part of its program to support local fire districts.

**Other Comments:** Olney resident Donna Briggs had donated an American flag to the Department and is wondering why it has not been put on the flagpole, which is missing a line to raise the flag and needs to be replaced.

As no further items were presented for discussion, the meeting was adjourned at 7:53 pm.

Submitted by Paul Jeremiassen, Secretary

**Attachments:**

April payment of bills

YTD Budget Report

**Next meeting: Wednesday, May 12<sup>th</sup>**

**OLNEY FIRE DISTRICT  
TRANSACTION REGISTER  
FY 2021**

CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
DEP04	4/13/21	Lincoln Electric		44.44	800	55,106.53	Capital credit refund
5331	4/14/21	Nelson's Ace Hardware	31.98		400	55,074.55	Batteries
5332	4/14/21	CenturyLink	134.98		200	54,939.57	March telephone/internet
5333	4/14/21	CityServiceValcon	904.74		1300	54,034.83	Propane - 443.50 gals @ \$2.04
5334	4/14/21	VFIS	1,499.00		600	52,535.83	Property/casualty insurance - quarterly installment
5335	4/14/21	Rocky Gress	75.00		300	52,460.83	One snow removal w/ bobcat
5336	4/14/21	Lincoln Electric	95.44		800	52,365.39	March electricity

**OLNEY RURAL FIRE DISTRICT  
YTD BUDGET REPORT  
FY 2021**

**AS OF 4/14/21**

A/C	BUDGET LINE ITEM	FY 2021		ACTUAL OVER
		BUDGET	YTD ACTUAL	(UNDER) BUDGET
20	Entitlement	8,464	6,348	(2,116)
40	Interest Income	950	203	(747)
50	Other Revenue	0	1,171	1,171
60	Tax Revenue	24,001	24,663	662
	<b>TOTAL REVENUE</b>	<b>33,415</b>	<b>32,385</b>	<b>(1,030)</b>
100	Building Maintenance/Repair	5,000	3,360	(1,640)
200	Telephone/Internet	1,700	1,341	(359)
300	Contract Services - Plowing	1,500	675	(825)
400	Fire Equipment	5,000	609	(4,391)
500	Fuel	2,500	738	(1,762)
600	Insurance - Property/Liability	6,100	6,020	(80)
700	Land Lease	1,600	1,543	(57)
800	Electricity	1,400	921	(479)
1000	Fire Hall Supplies	500	98	(402)
1100	Miscellaneous Expenses	1,000	775	(225)
1200	Insurance - Accident/Sickness/Workers' Comp	1,500	1,226	(274)
1300	Propane	5,000	4,101	(899)
1600	Radios/Pagers	2,000	0	(2,000)
1700	Recertification, Dues	0	0	0
1800	Training	5,000	0	(5,000)
1900	Turnout Gear	5,000	0	(5,000)
2000	Vehicle Maintenance	7,500	10,735	3,235
	<b>TOTAL EXPENSES</b>	<b>52,300</b>	<b>32,141</b>	<b>(20,159)</b>
	<b>NET REVENUE (EXPENSE)</b>	<b>(\$18,885)</b>	<b>\$244</b>	<b>19,129</b>

	<b>BEGINNING CASH BALANCE</b>	\$52,122	52,122	\$0
	<b>NET REVENUE (EXPENSE)</b>	(\$18,885)	\$244	\$19,129
2200	<b>TRANSFER TO CIP FUND</b>	(12,000)	0	\$12,000
	<b>ENDING CASH BALANCE</b>	\$21,237	\$52,365	\$31,129
	<b>ALLOWED CASH RESERVE (1/3 of Expenses)</b>	\$21,433		

OLNEY FIRE DISTRICT  
TRANSACTION REGISTER  
FY 2021

CHECK #	DATE	PAID TO/RECEIVED FROM	DEBIT	CREDIT		A/C CODE	DESCRIPTION
RECEIPT	9/17/20	State of Montana		2,115.88		20	Quarterly entitlement payment
RECEIPT	12/10/20	State of Montana		2,115.88		20	Quarterly entitlement payment
RECEIPT	3/16/21	State of Montana		2,115.88	6,347.64	20	Quarterly entitlement payment
RECEIPT	8/7/20	Flathead County		21.90		40	Interest on cash deposits
RECEIPT	9/15/20	Flathead County		23.71		40	Interest on cash deposits
RECEIPT	10/14/20	Flathead County		14.50		40	Interest on cash deposits
RECEIPT	11/16/20	Flathead County		60.81		40	Interest on cash deposits
RECEIPT	12/14/20	Flathead County		13.54		40	Interest on cash deposits
RECEIPT	1/13/21	Flathead County		11.40		40	Interest on cash deposits
RECEIPT	2/8/21	Flathead County		44.66		40	Interest on cash deposits
RECEIPT	3/9/21	Flathead County		12.64	203.16	40	Interest on cash deposits
DEP01	7/12/20	MT Dept of Corrections		90.00		50	Morehead restitution payment
DEP02	8/10/20	Jeff L. Hass		100.00		50	Donation
RECEIPT	9/16/20	DNRC		980.50	1,170.50	50	Water Tender use for wildland fire
RECEIPT	7/31/20	Flathead County		6,231.44		60	Collected property taxes
RECEIPT	8/31/20	Flathead County		1,131.73		60	Collected property taxes
RECEIPT	9/30/20	Flathead County		1,225.32		60	Collected property taxes
RECEIPT	10/30/20	Flathead County		39.05		60	Collected property taxes
RECEIPT	11/30/20	Flathead County		10,083.40		60	Collected property taxes
RECEIPT	12/31/20	Flathead County		2,223.87		60	Collected property taxes
RECEIPT	1/29/21	Flathead County		2,183.82		60	Collected property taxes
RECEIPT	2/26/21	Flathead County		661.68		60	Collected property taxes
RECEIPT	3/31/21	Flathead County		883.04	24,663.35	60	Collected property taxes
5286	9/19/20	Great Northern Lock & Safe	811.00			100	Security locks for Fire Hall - 50% deposit
5287	9/24/20	FastSigns Whitefish	1,738.73			100	Replace Fire Hall sign
5294	11/11/20	Great Northern Lock & Safe	810.00		3,359.73	100	Balance of cost to install security locks
5272	7/8/20	CenturyLink	132.55			200	June telephone/internet
5279	8/12/20	CenturyLink	133.92			200	July telephone/internet
5283	9/9/20	CenturyLink	133.92			200	August telephone/internet
5291	10/14/20	CenturyLink	133.92			200	September telephone/internet
5296	11/11/20	CenturyLink	134.05			200	October telephone/internet
5301	12/9/20	CenturyLink	134.05			200	November telephone/internet
5315	1/13/21	CenturyLink	134.05			200	December telephone/internet
5323	2/10/21	CenturyLink	134.98			200	January telephone/internet
5328	3/8/21	CenturyLink	134.98			200	Feb telephone/internet
5332	4/14/21	CenturyLink	134.98		1,341.40	200	March telephone/internet
5305	12/9/20	Rocky Gress	150.00			300	3 plowings @ \$150
5307	1/13/21	Rocky Gress	150.00			300	3 plowings @ \$150
5319	2/10/21	Rocky Gress	150.00			300	Plowings - 3 times @ \$50
5326	3/8/21	Rocky Gress	150.00			300	3 plowings @ \$150
5335	4/14/21	Rocky Gress	75.00		675.00	300	One snow removal w/ bobcat
5281	9/9/20	Nelson's Ace Hardware	27.17			400	Batteries; T3 bulb
5308	1/13/21	Mahugh Fire & Safety	150.00			400	Carbon Monoxide Monitor
5324	2/10/21	Jordan Carr	400.00			400	Scene lights for pumper, tender
5331	4/14/21	Nelson's Ace Hardware	31.98		609.15	400	Batteries
5269	7/8/20	WEX Bank	84.24			500	June fuel bill
5278	8/12/20	WEX Bank	93.30			500	July fuel bill
5285	9/9/20	WEX Bank	129.74			500	August fuel
5290	10/14/20	WEX Bank	61.04			500	September fuel
5297	11/11/20	WEX Bank	157.30			500	October vehicle fuel
5311	1/13/21	WEX Bank	60.95			500	December fuel
5317	2/10/21	WEX Bank	67.63			500	January fuel
5327	3/8/21	WEX Bank	83.32		737.52	500	Feb fuel bill
5271	7/8/20	VFIS	1,507.00			600	Property/casualty insurance - quarterly installment
5288	10/14/20	VFIS	1,507.00			600	Property/casualty insurance - quarterly installment
5310	1/13/21	VFIS	1,507.00			600	Property/casualty insurance - quarterly installment
5334	4/14/21	VFIS	1,499.00		6,020.00	600	Property/casualty insurance - quarterly installment
5318	2/10/21	DNRC - Trust Land Mgmt Div	1,542.95		1,542.95	700	Annual ground lease
5270	7/8/20	Lincoln Electric	93.96			800	June electricity
5277	8/12/20	Lincoln Electric	91.18			800	July electricity
5282	9/9/20	Lincoln Electric	98.42			800	August electricity
5292	10/14/20	Lincoln Electric	89.75			800	September electricity
5295	11/11/20	Lincoln Electric	93.26			800	October electricity
5300	12/9/20	Lincoln Electric	94.60			800	November electricity
5313	1/13/21	Lincoln Electric	101.22			800	Decmber electricity
5322	2/10/21	Lincoln Electric	107.27			800	January electricity
5330	3/8/21	Lincoln Electric	100.09			800	Feb electricity
DEP04	4/13/21	Lincoln Electric		44.44		800	Capital credit refund
5336	4/14/21	Lincoln Electric	95.44		920.75	800	March electricity
5275	7/8/20	Nelson's Ace Hardware	66.96			1000	Saw chain, oil, file
5320	2/10/21	Nelson's Ace Hardware	30.85		97.81	1000	Misc supplies
5273	7/8/20	ULINE	730.53			1100	Purchase community message board
5276	8/12/20	Paul Jeremiasen	22.00			1100	Reimbursement - 2 books postage stamps
5309	1/13/21	Paul Jeremiasen	22.00		774.53	1100	Reimbursement - 2 books postage stamps
5289	10/14/20	VFIS	615.00			1200	Annual premium - accident/sickness insurance
DEP03	12/9/20	Montana State Fund		155.60		1200	Dividend on W/C insurance policy
5304	12/9/20	Montana State Fund	437.16			1200	Annual premium - WC insurance
5306	1/7/21	Montana State Fund	203.92			1200	Premium installment - WC insurance
5316	1/27/21	Montana State Fund	125.77		1,226.25	1200	Premium installment - WC insurance
5298	11/11/20	CityServiceValcon	462.00			1300	Propane - 300 gals @ \$1.54
5302	12/9/20	CityServiceValcon	498.96			1300	324 gals @ \$1.54
5314	1/13/21	CityServiceValcon	682.91			1300	Propane - 429.5 gals @ \$1.59
5321	2/10/21	CityServiceValcon	348.00			1300	Propane - 200 gals @ \$1.74
5329	3/8/21	CityServiceValcon	1,204.00			1300	Propane - 500 gals @ \$2.21; \$99 annual tank lease
5333	4/14/21	CityServiceValcon	904.74		4,100.61	1300	Propane - 443.50 gals @ \$2.04
5274	7/8/20	Response Equip Specialists	612.65			2000	Pumper truck fuel leak
5280	9/9/20	Response Equip Specialists	4,959.65			2000	LED lights on Pumper; on spot rock damage on Tender
5284	9/9/20	Les Schwab	1,107.76			2000	Tire replacement on Tender?
5293	10/14/20	Response Equip Specialists	315.00			2000	Fix running problems - Rescue Truck
5299	11/11/20	Response Equip Specialists	2,800.76			2000	Rescue/Wildland/Tender repairs/maint.
5303	12/9/20	Bolster's Towing Inc.	262.50			2000	Tow Rescue Truck to RES
5325	3/8/21	Response Equip Specialists	676.88		10,735.20	2000	Air Leak on pumper